

SECTION 01770

CLOSEOUT PROCEDURES

PART 1 – GENERAL

1.1 SECTION INCLUDES

This section sets out the requirements for contract closeout at completion of the work.

1.2 FINAL SUBMITTAL REQUIREMENTS

Prior to final acceptance, the Contractor shall assemble all appropriate warranties, product information, certifications, equipment installation instructions, MSDS sheets, and the results of all tests.

1.3 COMPLETION CERTIFICATE

- A. When Contractor considers the work completed, Contractor shall submit a signed certification in the certifying the following:
1. Contract Documents have been reviewed and work inspected for compliance with the Contract, including Punchlist work, and accepted by the FAA.
 2. All materials used in the project are asbestos and lead free.
 3. Record Documents, As-Builts, final project photographs, damage or settlement survey, property survey, Record Drawings and similar final record information as required and acceptable to the CO have been submitted by the Contractor.
 4. Equipment/systems have been tested in the presence of the RE and are operational.
 5. Required operational, and maintenance manuals, data and parts list have been submitted and approved.
 6. Spare parts have been provided as required.
 7. Warranties and guarantees have been prepared and found acceptable to CO.
 8. Work is completed, premises cleaned and ready for inspection, temporary facilities and services have been removed, and pre-existing conditions have been restored.
 9. All maintenance personnel have been properly instructed in the use of the facilities and all installed equipment as required by the Contract Documents.
 10. Contractor has released all property installed in the performance of the contract and all GFE/GFP not used has been transferred to the FAA and delivered to place of origin.
 11. Return of all identification badges and keys.

1.4 CONTRACTOR PUNCH LIST

The Contractor shall compile their internal punchlist to include discrepant and/or non-conforming work, materials and equipment and any other unacceptable items and conditions. The RE shall not be contacted for involvement with the Contractor's internal punchlist at this time. The Contractor shall assure, in accordance with their internal QC Program and all

applicable standards that all punchlist items and items that have been otherwise identified as discrepant have been completed and are in accordance with all applicable contract documents. Satisfaction of the Contractor's internal punchlist shall be completed prior to notification of the COR/RE that work has been satisfactorily completed. Upon notification by the Contractor the RE may conduct a punchlist inspection prior to the Construction Acceptance Inspection (CAI). Note that any items found discrepant during the CAI will be noted on the CAI by the RE and become a matter of the CAI record.

1.5 CONTRACTOR ACCEPTANCE INSPECTION (CAI)

- A. The Contractor shall coordinate with the RE to schedule a date for the CAI. The Contractor shall notify the CO in writing seven days (or as otherwise agreed to) before the CAI date.
- B. The Contractor shall have the superintendent present at the CAI. The RE shall conduct an inspection of the facility to verify all contract conditions are met. Any additional required test results shall be submitted to the RE at this time. The RE reserves the right to have local FAA personnel conduct additional tests to verify that operational requirements are met. The FAA reserves the right to have personnel present to document any concerns regarding final condition of the Site.

1.6 AS-BUILT DRAWINGS

The Contractor shall maintain at the job site two sets of full-size contract drawings marked to show any deviations which have been made from the contract drawings, including buried and concealed construction and utility features revealed during the course of construction. These drawings shall be available for review by the Contracting Officer at all times. Upon completion of the work, deliver the marked sets of prints to the Contracting Officer. Requests for partial payments will not be approved if the marked prints are not current, and request for final payment will not be approved until the marked prints are delivered to the Contracting Officer.

1.7 FINAL ACCEPTANCE OF WORK

- A. The Contractor shall correct all noted discrepancies prior to the final acceptance. The premises shall be thoroughly clean prior to final acceptance. Contractor shall schedule final inspection and notify in writing the CO and RE seven days (or as otherwise agreed to) before the planned inspection date.
- B. Contractor shall have the superintendent present at the final inspection. The RE shall conduct the final inspection of the facility to verify all contract conditions are met.
- C. Upon acceptance by FAA, Contractor may submit Final Application for Payment

PART 2 – MATERIAL

NOT USED

**SALT LAKE CITY ARTCC
BOILER AND CHILLER CONTROLS UPGRADE**

OCTOBER 2011

PART 3 – EXECUTION

NOT USED

PART 4 – QUALITY ASSURANCE

NOT USED

***** END OF SECTION *****